

# STATE OF NEBRASKA

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Dave Heineman  
Governor

## MEMORANDUM



STATE FIRE MARSHAL  
Dennis Hohbein  
Fire Marshal

To: Those submitting plans for review

From: Doug Hohbein  
Chief Plans Examiner

Date: March 24, 2006

Re: Plan Submittal in Electronic Format

Due to an increase in plan submittals, the State Fire Marshal's Office is experiencing shortages of plan storage space. Current State Fire Marshal regulations require us to keep plans for a project until construction is complete. It is difficult to meet this requirement with limited storage space.

**Effective immediately, the State Fire Marshal's Office requires plans submitted for review to be accompanied by an electronic version of the plans. Typical printed (paper) plans are still required to be submitted for review and approval.**

The electronic version can be on compact disc, or sent via email attachment (max. 9 mb). Acceptable formats are PDF, SNP, DWG or typical graphics format (jpg, bmp, gif).

Emailed plans should be sent to Sharon Brandt at [sharon.brandt@sfm.ne.gov](mailto:sharon.brandt@sfm.ne.gov).

Electronic plans will be kept until the project is completed. Electronic plans will be used only by State Fire Marshal staff and will never be shared with anyone outside of the agency without consent of the plan owner. Plans will never be altered in any way.

We understand that it is not possible for some submitters to comply with this request. Please contact Doug Hohbein with any questions or comments at 402-471-2027 or [doug.hohbein@sfm.ne.gov](mailto:doug.hohbein@sfm.ne.gov).

□ MAIN OFFICE  
□ DISTRICT A  
246 South 14<sup>th</sup> Street  
Lincoln, NE 68508-1804  
(402) 471- 2027

□ DISTRICT B  
438 West Market  
Albion, NE 68620-1241  
(402)-395-2164

□ DISTRICT C  
200 South Silber  
North Platte, NE 69101-3200  
(308) 535-8181

□ FUELS DIVISION  
□ FLST □ PIPELINE  
246 South 14<sup>th</sup> Street  
Lincoln, NE 68508-1804  
(402) 471-2027

□ TRAINING DIVISION  
2410 North Wheeler Avenue  
Suite 112  
Grand Island, NE 68801-2358  
(308) 385-6892